

Curriculum Vitae

RAMESH A R

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Summary of Profile

A Highly skilled, talented, and professional Coordinator with 5 years of experience in the store keeping and warehousing field and also 9 years of experience in the sales supervising field.

Objectives

Seeking a challenging opening in a renowned organization to utilize my professional background and analytical skills to enable the achievement of both organizational and personal growth. I would like to associate with an organization where productivity and honesty has been equally rewarded.

Professional strengths

- Possess good organizational and managerial skills
- An effective communicator with strong analytical skills and effective people management and leadership abilities
- Ability to understand technical specifications
- Ability to handle multiple projects and provide good service to clients
- Good communicator and an effective listener
- Able to work in a team to solve problems and resolve issues in an amicable manner.
- Proven competency, analytical abilities, and smart working qualities.
- Completion of given tasks and targets with a professional and creative approach.

Career Synopsis

- Worked as Department store supervisor, Shams Al Madina Hypermarket, Deira, UAE
- Worked as supervisor, IT Net Thrissur
- Worked as supervisor, Al Madina Hypermarket Electronics section, Al Khail, UAE
- Worked as a Salesman at Grand Mart Hypermarket, Ajman, UAE.
- Worked as Store in charge in Tekcare India (P) Ltd (Videocon).
- Worked as Junior Engineer in Samsung India Electronics (P) Ltd (Talentpro India).

2022 to 2024 with Shams Al Madina Hypermarket as department store supervisor.

Responsibilities

- Understand customer needs and offer solutions and support
- Organize and coordinate sales representative's schedules
- Research potential leads from business directories, web searches, or digital resources
- Recruit, hire, and train new sales representatives
- Receive and report on all sales leads
- Supervise sales representatives and assistants
- Answer potential customer questions and follow-up call questions
- Work with sales team when closing sales
- Track weekly, monthly, and quarterly performance and sales metrics
- Meet all sales goals
- Assist sales representatives and team to meet and exceed goals

2021 to 2022 with IT Net as a supervisor of the shop.

Responsibilities

- Responsible for the overall daily operations of the shop, ensuring efficiency and profitability.
- Facilitating customer service.
- Meeting sales and financial goals

2016 to 2021 with Al Madina Hypermarket as a supervisor of the Electronics section.

Responsibilities

- Understand customer needs and offer solutions and support
- Organize and coordinate sales representative's schedules
- Research potential leads from business directories, web searches, or digital resources
- Recruit, hire, and train new sales representatives
- Receive and report on all sales leads
- Supervise sales representatives and assistants
- Answer potential customer questions and follow-up call questions
- Work with sales team when closing sales
- Track weekly, monthly, and quarterly performance and sales metrics
- Meet all sales goals
- Assist sales representatives and team to meet and exceed goals

2015 to 2016 with Grand Mart Hypermarket, Ajman, UAE as salesman

Responsibilities

- Meeting the prospects
- Presenting and demonstrating the products
- Inducing the prospects to buy
- Taking orders and affecting sales.

September 2013 to 2015 with Tekcare India (P) Ltd (Videocon) as Store In charge

Responsibilities

- To help customers to find products and services
- To promote products and services to clients and negotiate contracts with the aim of maximizing profits.
- Supervise material receipt, unloading, and placement in assigned storage locations.
- Report on a daily basis on the exact quantities available in the stock.
- To maintain technical graphics, reports, and correspondence.
- To check material received quantities & specifications against order documents.
- To manage space and determine storage methods according to the manufacturer's guidelines and Company safety procedures.
- To maintain a stock level of materials to ensure continuous availability.
- To maintain the filing system and stock records as per Company procedure.
- To maintain supplies of materials, in compliance with storage safety regulations.
- To recommend disposal of excess, defective, or obsolete stock.
- To Supervise and ensure high accuracy of stocks and the delivery of materials and products (make additional/emergency deliveries if need)

April 2008 to September 2013 with Samsung India Electronics (P) Ltd (Talentpro India)

Junior Engineer

Responsibilities

- To provide sales support at the dealer counter
- To provide solutions for dealer complaints and resolving service-related issues
- To provide Onsite/offsite customer technical support
- To inspect and collect details of defective sets at the dealer counter
- To collect and verify documents needed for GRMS (Global Return Management System)
- System-based loading of GRMS in GERP (Global Enterprise Resource Planning)

Educational Summary

- Diploma from The Kerala Technical Institute, India, 2007.
- Matriculation (SSLC) from GOVT HSS, Villadam, Thrissur, Kerala in 2005

Technical Skills

- Working knowledge of MS Office Suite
- Experience in Operating Systems like Windows, Linux
- Well-versed with Browsing software.
- Familiar with computer keyboards and good typing speed.

Personal Portfolio

Date of Birth : 06th Oct, 1989
Nationality : Indian
Marital Status : Married
Gender : Male
Religion and Caste : Hindu, OEC
Languages Known : English, Hindi, Malayalam, and Tamil
Passport No. : B8279146
References : To be furnished upon request.

My Interest

Sports : Cricket, Caroms, Football, Chess
Hobbies : Listening to Music, Movies, Drawing

*I, **Ramesh A R**, hereby declare that the particulars mentioned above are true and correct to the best of my knowledge and belief.*

Place :

Date :

Sincerely,

Ramesh A R